

The American Village

Position Announcement

Fulltime position: Independence Hall Curator/Karl C. Harrison Museum of George and Martha Washington

Reports to: Chief Education Officer

BACKGROUND

The American Village is a 501(c)(3) history and civic education center located on a 188-acre campus located thirty minutes south of Birmingham in Montevallo, Alabama. Chartered in 1995, the American Village campus opened in 1999 and serves Pre-K—12 and college students from throughout Alabama and the Southeastern United States. The mission is to strengthen and renew the foundations of American liberty and constitutional self-government through its innovative, engaging, and nationally recognized programs for students and the general public. More information can be found on the website: www.americanvillage.org.

The American Village seeks a dynamic and engaging Curator of American Art to maximize the effective interpretation of an important collection of several hundred artifacts including written correspondence, porcelain, and furniture as well as memorabilia collected by the late Shelby County entrepreneur Karl C. Harrison and his wife Mildred Bennett Harrison. The collection is made up of items directly owned by George and Martha Washington along with items owned by their heirs and descendants. The ideal candidate should be excited to explore the historical ties between the items in this collection and the founding era of America. The collection will be located in a new facility that is part of the Independence Hall replica complex which opened to the public in September, 2025; the anticipated opening date of the new Karl C. Harrison Museum of George and Martha Washington is October 20, 2026 – during America's Semiquincentennial year (250th birthday) of the nation. Independence Hall at American Village was designated by the Alabama legislature as the state's Semiquincentennial Celebration Capitol and serves as a nexus for celebrations and commemorations across the state, allowing the Harrison Collection to be prominently highlighted during its inaugural year of opening.

PREFERRED QUALIFICATIONS:

- M.A. required (PhD preferred but not required) in American art history, American History studies or related field with general knowledge of the art historical field.
- Five years of museum experience and/or extensive knowledge of museum practices preferred.
- Strong record of research, scholarship, and public speaking, with experience organizing exhibitions and producing publications.

- Skill at strategically building a collection through gifts and purchases.
- Passion and creativity as a standout colleague with strong interpersonal skills.
- Ability to build positive and effective relationships with Museum trustees, members, donors, co-workers, and the broader community.
- Excellent presentation and writing skills, effective communication and time management skills; resourceful, with creative problem solving skills; a thoughtful decision maker; and the ability to work with deadlines.
- Strong record of supporting a collaborative work environment with colleagues, especially with regard to exhibition development, gallery installations and programming.

SCOPE OF WORK:

Essential Duties and Responsibilities:

- Working in partnership with other Village departments to conceive and implement new installations and gallery interpretation.
- Administering and managing all aspects of work within the East Wing Harrison Museum, including spearheading cross-departmental teams and projects.
- Researching and disseminating findings through publications, lectures, gallery talks, labels, web-based media, and other forms of communication.
- Organizing and orchestrating in-house and traveling exhibitions and bringing in significant exhibitions from elsewhere; working with the Development Team to secure funding; and with the Education department to craft public programs and engaging interpretive materials.
- Developing and implementing long-term goals and objectives for the collection through acquisitions that include gifts, bequests, and purchases.
- Working with fellow staff to ensure the highest quality of care and maintenance of the permanent collection.
- Participating actively in the intellectual life of the Museum by engaging in collection- and exhibition-related programming; carrying out creative research and publishing on the collection; growing access to the collection; supporting all fundraising activities to build the collection and exhibition programming; supporting all public relations efforts; working with partner organizations and the community in furtherance of strategic goals.
- Working closely with collectors and prospective donors both locally and farther afield.
- Participating in professional organizations and other opportunities that arise for professional development.
- Supervise and mentor fellows, interns, and paid staff as needed.

Physical Demands and Work Environment:

Working Schedule and Conditions

Work hours are generally assigned as Monday – Friday, 8 am to 5 pm. Some special event assignments may be requested for after hours or on weekends as needed.

Work is performed on a campus that is open to the public Monday – Friday from 10 am to 4 pm and actively serving visitors so professional demeanor/behavior/dress is required. The position is based indoors in a climate-controlled environment. Standing for periods of time during group/visitor engagement is customary.

About Employment

The American Village is an “at-will” employer under state law

Smoke- and drug-free campus

Before employment a person must certify he/she has no criminal conviction(s) for crime(s) of moral turpitude

The American Village is an equal opportunity employer

Compensation

This position is full-time, offers a competitive salary (\$60,000 - \$70,000), and includes generous fringe benefits including participation in the Retirement Systems of Alabama defined benefits pension plan, Blue Cross/Blue Shield health insurance through LGHIB, and paid personal leave including most national holidays, one sick day per month (accrued) plus two weeks of annual vacation (non-accrued) + 1 additional vacation day for each year of service after 10 years for a total of up to four weeks of annual vacation with longevity.

To Apply:

By Mail – send application items below to:

American Village

P.O. Box 6

Montevallo, AL 35115

Attn: Mike Jones/Employment

By Email – send application items below as a PDF (file size cannot exceed 9.9 MB) to mjones@americanvillage.org:

- o Your cover letter addressed to Mr. Jones introducing yourself and describing your interest in this position and the American Village

- o Your resume noting your education and/or experience (including previous employers and your position and responsibilities with each)

- o A separate page listing three professional references (we will not contact any reference prior to an interview or before obtaining your consent)